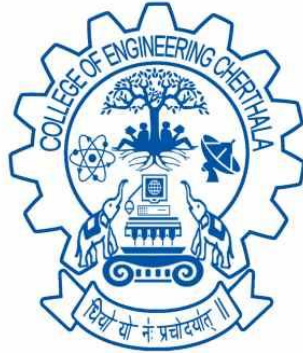


TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME Phase II

Sub Component 1.1



**23rd MEETING OF
THE BOARD OF GOVERNORS
MINUTES**

Date: 15th Nov 2021

Time: 2.00 PM

(Online mode)

**COLLEGE OF ENGINEERING CHERTHALA
PALLIPPURAM P.O., CHERTHALA-688 541, KERALA**

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AGENDA**Part 1-Procedural**

Sl. No	Items
1.1	Confirming the Minutes of the 22nd Meeting of the Board of Governors held on 01.12.2020 at College of Engineering Cherthala, Alappuzha
1.2	Report on the action taken/action pending on the pertinent decisions in the 21st Meeting of the Board of Governors held on 01.12.2020 at College of Engineering, Cherthala

Part 2-Reports and Ratifications

Sl. No	Items
2.1	Expenditure made under Corpus fund
2.1.1	Remedial classes
2.1.2	NPTEL Certification courses by Students
2.1.3	Placement Training & other training programs
2.1.4	Other expenses under Corpus fund
2.2	Expenditure made Equipment Replacement fund
2.3	Expenditure made under Faculty Development Fund
2.4	Expenditure made under Maintenance fund
2.5	Results and Placements
2.6	Faculty position
2.7	Re-appropriation of 4 funds
2.8	Expenditure Summary

2.9	Revised Budget for 2021-22
2.10	Extension of TEQIP Account Staff

Part 3-Discussions and Approvals of action plan for next 6 months

3.1	Budget for 2022-23
3.2	Activities planned under Corpus fund
3.3	Activities planned under Equipment Replacement fund
3.4	Activities planned under Equipment Maintenance fund
3.5	Activities planned under Faculty Development fund

Part 4-Other items with the permission of the chair

Annexure I: Minutes of the 22nd BOG meeting held on 01.12.2020

Annexure II: TEQIP Committees

Members Present

- Dr C. P. Girijavallabhan, Hon. Chairman.
- Dr. P Sureshkumar , Director , IHRD
- Dr. Vrinda V Nair , Director , SPFU
- Dr. V P Devassia , Rtd Principal , Model Engineering College , Thrikkakkara
- Sri. Ajayan C, Additional Secretary , Higher Education
- Sri. Shiju Jose , Finance Officer , Collectorate , Alappuzha
- Shri. Jacob Mathew , Vice President , Idea Cellular , Bombay
- Dr. Vinu Thomas., (Principal)
- Dr. Ramesh Unnikrishnan , AICTE Nominee and KTU Nominee were not present

Others present in the meeting,

1. Smt. Sarakutty K J , TEQIP Coordinator
2. Dr.Priya S, HOD, Dept of Computer Science& Engineering
3. Dr.Ashokkumar T, HOD, Dept. of Electronics and Communication and Procurement Coordinator
4. Sri. Manilal D L, Finance Coordinator
5. Smt. Greeshma N Gopal,
6. Smt. ElizwaLaiju, Academic Coordinator

The meeting started at 2.00 pm . Principal Dr. Vinu Thomas welcomed all members to the 23rd BOG meeting. The Hon’ble Chairman brought the meeting to order , welcomed all the members and invited the Principal to present the agenda of the 23rd BOG meeting. Principal thanked the Hon’ble Chairman and presented the agenda before the BOG.

1.1 Confirmation of the Minutes of the 22nd Meeting of the Board of Governors of CE Cherthala held on 01/12/ 2020

Although the Minutes of the 22nd Meeting of Board of Governors of TEQIP Phase II of CE Cherthala held on 01-12-2020 was circulated via e-mail, the Principal shortened the minutes again as suggested by the Chairman.

Decision: The BOG confirmed the approved minutes of the 22nd meeting of Board of Governors of College of Engineering Cherthala held on 01/12/2020.

1.2 Action Taken Report on the pertinent decisions in the Minutes of the 22nd Meeting of the Board of Governors of CE Cherthala held on 01/12/ 2020

A report on the action taken is presented in the Table given below.

Table 1.2

Item No in Minutes of the 19th BOG	Decision Taken	Action Taken/ current status	Reason for Non Compliance
1.1	The BOG confirmed the approved minutes of the 22nd Meeting	For information	NA

1.2	Took note of the ATR and approved.	For information	NA
2.1	BoG took note and ratify the expenditure made under Corpus fund	For information	NA
2.2	BoG took note and ratify the expenditure made under Faculty Development Fund	For information	NA
2.3	BoG took note and ratified the expenditure made under maintenance fund	For information	NA
2.4	BOG took note and approved the expenditure summary	For information	NA
2.	The BOG reviewed and decided to extend the service of account staff for a period of 6 months.	account staff is still continuing	N A
2.6	BoG took note the results and placement details	For information	N A
2.7	BOG approved Dr. Priya S as one institution member for BOG 2. BOG has approved the TEQIP committees and coordinators	For information	N A
2.8	BoG took note of the inspection report of four fund utilization	For information	N A
3.1	BOG approved the revised budget for 2019-20.	For information	N A
3.2	1.BOG approved the activities planned under corpus fund. 2.BOG permitted to transfer Rs.3.5 lakhs from equipment replacement fund to Corpus fund.	1.Conducted only item nos.1,2 & 3 2.Transferred the said amount	Difficulty in conducting the trainings as online mode.
3.3	BoG approved the program under Faculty Development Program	Not paid the bill	Bill was not submitted
3.4	BOG approved the proposal for replacing the batteries of UPS	Replaced 2 sets of VRLA battery 65 AH-30 nos	N.A

3.5	BOG approved the items under maintenance activities	Done the maintenance of measuring instruments.	N A
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Decision: BoG took note of the ATR and approved

2.1. EXPENDITURE MADE UNDER CORPUS FUND OF TEQIP-II

2.1.1 Remedial Classes

Sl No.	Subject	Resource person	Sem & Branch	No of students	No. of Hours & Dates	Expenditure In Rs.	No. of students passed uty exam
1	Electronic Devices and Circuits (EDC)	Judith Mishal	S5 CS & S7 CS	20	15hrs on 11 th , 12 th , 13 th & 14 th March 2021	6000	13
2	Natural Language Processing (NLP)	Dr Sindhu L Jayakrishnan R	S7 CS	20	4hrs on 18 th , 5hrs on 19 th , 3hrs on 20 th & 3hrs on 21 st March 2021	7200	20
Total						13200	

2.1.2 NPTEL Online Certification Course

Sl No	Student Name	Course Name	Period	Amount
1	Krishnanjali P	Introduction to Internet of Things	Sep – Dec 2020- 12 weeks	1000
2	Umamaheswary S	Discrete Mathematics Social Networks	Sep – Dec 2020- 12 weeks Sep – Dec 2020- 12 weeks	2000
3	Sreelekshmi R	Problem Solving through programming in C	Sep – Dec 2020- 12 weeks	1000
4	Abhijith K D	Problem Solving through Programming in C Introduction to Internet of Things	Sep – Dec 2020- 12 weeks Sep – Dec 2020- 12	2000

			weeks	
5	SulfathShafeeque	Introduction to Internet of Things	Sep – Dec 2020- 12 weeks	1000
6	Lakshmipriya R	Problem Solving through programming in C	Sep – Dec 2020- 12 weeks	1000
Total				8000

2.1.3. Placement Training and Other Training Programmes

Sl.no.	Title of the programme	Semester & batch	Duration & date	No.of participants	Expenditure (Rs)
1	Hands on Workshop on MATLAB (Programming and Circuit Simulation)	5 th Sem	2 nd & 3 rd February 2021	28	12500
2	Basic Python Programming	8 th Sem EC & EEE	March –June 2021	70	40000
Total					52500

Electrical & Electronics Engineering Department has conducted **Hands on Workshop on MATLAB** for the students of S5 EEE in our college under TEQIP II, student training program. The program aimed to get a thorough knowledge on MATLAB programming and simulation, which will be helpful for the successful completion of design project.

2.1.4. Other Expenses

Sl.No.	Items	Expenditure
1	Expense for 22 nd BoG meeting	26580
2	Salary to TEQIP staff	104585
3	Miscellaneous (Stationery)	4551
Total		135716

Total Expenditure under Corpus Fund after last BOG till 31st October 2021 is **Rs.2,09,416/-**

Discussion : Dr. V P Devassia has appreciated the result of the remedial class and asked why it was not taken for the remaining subjects. As the current Principal Dr. Vinu Thomas transferred to CE Cherthala during last month, the TEQIP Coordinator responded that CS department only did the initiative at that time and Principal informed that now the remedial classes for this semester have already begun. Dr. P Sureshkumar enquired about placements and Principal informed the placement

details which is given as another agenda item in table 2.5.2. He also suggested to approach Infopark Cherthala for more placements. The Chairman Dr. Girijavallabhan mentioned about the poor demand in Engineering and enquired the admission status. The Principal replied that it is reflected in EC and EE branch admissions and enquired the status of Electronics and Computer Science branch in St. Thomas Engineering College Pala, to Dr. V P Devassia. He replied that its curriculum and full syllabus are not yet confirmed by the university even though the course is started.

Decision :BoG took note and ratified the expenditure made under Corpus fund

2.2 EXPENDITURE MADE UNDER EQUIPMENT REPLACEMENT FUND

Sl.No.	Item details	Expenditure
1	Purchase of 130 AH Battery on Buy back basis-1 no.	8350
2	Purchase of 65 AH SMF BATTERY on Buy back basic- 30 nos.	99360
Total		107710

Decision :BoG took note and ratified the expenditure made.

2.3 EXPENDITURE MADE UNDER FACULTY DEVELOPMENT FUND

Sl. no.	Name of faculty	Designation	Details of the program	Date and duration	Expenditure
Out- station programs					
1	Greeshma N Gopal	Asst. Prof CS	Paper presentation in International Conference on Pervasive Computing and Social Networking (ICPCSN-2021)	19-20, March 2021	9500
2	Anitha M A	Asst. Prof CS	Paper presentation in International Conference on advance in computing & communication (ICACC-2021)	21-23, October 2021	10617
Total					20117

Decision :BoG took note and ratified the expenditure made.

2.4 EXPENDITURE MADE UNDER MAINTANANCE FUND

Sl.No.	Item details	Expenditure
1	Maintenance of 5 KVA UPS	14160
2	Maintenance of 3 KVA UPS	18585
3	Interconnecting cable for UPS	4800
4	Photocopier Service Charge	5118
5	Replacing of Damaged Keyboards & chargers of laptops	9735
6	Toner purchased (SP 200/210)	4800
7	Servicing of Airconditioner	36200
8	Toner Purchased SP210 printer	1600
9	Repairing of rectifier	2360
10	Toner Purchased for Photocopier	3540
11	Maintenance of Diesel Generator	12390
Total		119365

Decision :BoGtook note and ratified the expenditure made.

2.5 RESULTS & PLACEMENTS

The college has 72th position in the current year with a pass percentage of 40.46%. The branch wise details are given below in the table 2.6.1

Table 2.5.1 Result of B.Tech 2017admissions(2021 pass out)

BRANCH/ COURSE	SANCTIONED INTAKE	NO OF STUDENTS		% OF FULL PASS
		APPEARED	WITH FULL PASS	
CS	90	69	32	46.4
EC	120	36	13	36.1
EE	60	33	11	33.3
Total	270	138	56	40.5

Discussion: The additional Secretary Sri Ajayan C enquired about the online mode of teaching and learning process and how it was affected the results . The Principal replied that it was badly affected and requested him to give this feedback on online education to government.

Table 2.5.2.Placement details

Dept	2021 pass out batch			
	Total no of final students	No of students passed	No of students placed	% of placement
CS	69	32	33	47.8
EC	36	13	5	13.8
EEE	33	11	2	06.1
	131	56	40	42.7

Discussion: All the members commented that this is a good placement compared to the students who have passed.

Decision :BoG took note.

2.6 FACULTY POSITION

Due to transfer and posting, some of the faculty members left the institution and new members joined. Institutional member of BOG Dr. Sumitha Mathew got transferred. Dr. Ashok kumar has taken the charge of HoD EC. The present faculty position(Regular) is given below;

Table 2.6

Department	Professor	Associate Professor	Assistant Professor	Total
ECE	1	1	6	8(2 are on leave)
CSE	1	1	6	8 (one on leave for study purposes & one on LWA)
EEE	-	-	1	1
ME	-	-	2	2
Applied Science	-	3	-	3
Total	2	5	15	23

Academic coordinator Ms.Sumitha Mathew, purchase coordinator Mr. Jimmy John and Finance Coordinator Mr.Pradeep M were got transferred. Smt.ElizwaLaiju Assistant Professor EE is assigned the charge of academic coordinator and Mr. Ashok kumar T Associate Professor in EC is assigned the charge of purchase coordinator and Mr.Manilal D L Associate Professor in CS are assigned the charge of Finance coordinator . All the TEQIP committees are restructured. Details attached as annexure II.

Action sought:

- 1.BOG approved DrAshokKumar T as one institution member for BOG
2. BOG approved the TEQIP committees and coordinators

2.7 REAPPROPRIATION OF 4 FUNDS

There is an urgent necessity of replacing the batteries (16 numbers of 50 AH batteries and 60 numbers of 100 AH Batteries) for the UPS purchased using TEQIP funds, and the approximate total amount for the same is Rs 5 Lakhs (Rs 4.5 lakhs for the 100 AH Batteries and Rs 50,000/- for the 50 AH Batteries) including buyback of the old batteries. But there is not enough money in equipment replacement fund. Hence it is requested to reappropriate Rs 3 lakhs from the Faculty & Staff Development Fund to the equipment replacement fund as there are absolutely essential equipment replacement / maintenance requirements for the institution.

The request, seeking the approval for the above action, was already circulated via e mail to all BoG members and hence initiated the action after obtaining the approval via mail..5 Tenders obtained and opened it on 5 /11/2021. Now tabulation is going on.

Decision:

1. BOG approved the action initiated for the purchase of 76 numbers of battery by buy back policy
2. BOG approved the re appropriation of 3 lakhs from the Faculty & Staff Development Fund to the equipment replacement fund

2.8 EXPENDITURE SUMMARY

Type of fund	Funds received from IRG	Interest received as on 31 st Oct	Re-appropriation	Total Fund after Re-appropriation	Expenditure made					Total during project period	Balance fund available
					2017-18	2018-19	2019-20	2020-21	2021-22 Till 3rd nov		
Corpus Fund	912233	100191	+350000	1362424	154891	352848	335732	207536	135244	1186251	176173
Faculty Development Fund	697462	80222	-300000	477684	52259.5	94516	83926	7936	20330	258967.5	218716.5
Equipment Replacement Fund	700898	81405	-50000	732303	88.5	123892	0	8768	99360	232108.5	500194.5
Maintenance Fund	700816	71877	-	772693	4837.5	233654	105634	86770	78024	508919.5	263773.5
Total	3011409	311053	-	3345104	212076.5	804910	525292	311010	332958	2186246.5	1158857.5

Discussion: The SPFU Director Dr.Vrinda V Nair suggested to modify the above table by deleting the 3 columns of expenditure made during 2017-18, 2018-19 and 2019-20, to avoid confusion. The Principal agreed to make such a modification from the next meeting.

Decision:The BOG took note and approved the expenditure summary

2.9 BUDGET FOR 2021-22

In the last BOG meeting, the revised budget for 2020-21 was approved but the full budget for 2021-22 was not included in the agenda as it was difficult to plan events during the covid period. The full budget for 2021-22(including re appropriation)is shown in the table below:

Table 2.9.1 Budget

(Head of expenditure)	Sub-Activity	Revised Budget for 2020-21	Expenditure for 2020-2021	Budget for 2021-22	Expenditure till 31 st Oct. 2021	Balance Amount for 2021-22
CORPUS FUND Academic support for students	Expenditure on research projects taken by UG/PG students	5000		5000		5000
	Expenditure on research publications	5000		5000		5000
	Remedial Class	40000		40000	13200	26800
	Visiting Faculty	230000	78880	100000	60500	39500
	Industry Institute Interaction	20000		10000		10000
Incremental operating cost	Salary	105000	97010	100000	50060	49940
	BoG meetings	40000	26580	30000		30000
	Stationary and other expenses	7000	6796	5000	1714	3286
Total		452000		295000	125474	169526
FSD	Expenditure on faculty development	75000	7936	20000	9500	10500
	Expenditure on staff development	15000		10000		10000
Total		90000		30000		20500
ERF	Equipment, Books, Software, Furniture	50000	8350	550000	99360	450640
ECMF	Equipment Maintenance, Civil Works	100000	85818	100000	59005	40995
Total		692000	311010	875000	293339	681661

Action sought: BOG took note and approved the revised budget for 2021-22

2.10. EXTENSION OF TEQIP ACCOUNT STAFF

BOG in its 22nd meeting has extended the service of TEQIP account staff for a period of 6 months and decided to review it in the next meeting.

Action Sought: The BOG review and extended the service of account staff.

3.1 BUDGET FOR 2022-23

BOG, in previous meetings has instructed to present the utilization as per budget in each meeting. The budget amount planned for the financial year 2022-23 is shown below;

Table 3.1 Budget

(Head of expenditure)	Sub-Activity	Balance budget amount available for 2021-22	Budget for 2022-23
CORPUS FUND Academic support for students	Expenditure on research projects taken by UG/PG students	5000	5000
	Expenditure on research publications	5000	5000
	Remedial Class	26800	40000
	Visiting Faculty	39500	60000
	Industry Institute Interaction	10000	10000
Incremental operating cost	Salary	49940	60000
	BoG meetings	30000	30000
	Stationary and other expenses	3286	5000
Total		169526	205000
FSD	Expenditure on faculty development	10500	80000
	Expenditure on staff development	10000	20000
Total		20500	200000
ERF	Equipment, Books, Software, Furniture	450640	70000
ECMF	Equipment Maintenance, Civil Works	40995	150000
Total		681661	4,79,000

Decision: BOG took note and approved the budget for 2022-23

3.2 ACTIVITIES PLANNED UNDER CORPUS FUND

3.2.1. Placement cell coordinator Mr. Joe Francis, Staff advisor of S5 CS Ms. Anitha M A, Staff advisor of S7 CS Ms. Greeshma N Gopal, Staff Advisor of S1 CS Ms. Janu R Paniocker and HOD EC Dr. Ashok Kumar T have given proposals for conducting training programmes for final year students and pre final year students, to improve their employability and to do the final year project, as per the following details:

Table 3.2.1

Sl.No	Details of programme	Resource person	Appr.cost	Targeted beneficiaries	Probable dates
Placement Trainings					
1.	MERN Stack-Industrial training(40 hrs)	Phaethon Academy	40000	S7CS	Nov2021 – Jan2022
2	Embedded systems & IOT- Industrial Training(25 hrs)	DCS Robotics, Creative Learning Academy	25000	S7EC&EE	Nov2021- Jan2022
3	Machine learning Using Python(12 hrs)	Dr. Shailesh S Asst.Prof. in CS CUSAT	12000	S5CS	April 2022
4	Python programming in Data Structures(3 days)	Deepak Jose Pragmatics, Kochi	18000	S5CS	26,27/11/2021
5	Hardware Design and Modeling with HDL (3 days)	Kiran Susan Pavu, Research Scholar, Model Engineering College	18000	S7EC	Jan 2022
6	Hands-on workshop on MATLAB (3 days)	Ajay Nath S A, Research Scholar, Model Engineering College	18000	S5 & S7EC	April 2022
7	Basic Python Training(2 days)	Ciji Sebastian Technovalley	15000	S2 CS	May 2022
Student Training Programmes					
1	Hands-on training with LaTeX and beamer (2 days)	Ajay Nath S A, Research Scholar, Model Engineering College	12000	S5 & S7EC	Feb2022
Total cost			158000		

3.2.2 Remedial Coaching – 40000

Total amount required for activities planned under Corpus fund –Rs.1,98,000

Discussion : The Spfu Director reminded that the remuneration can be given to research scholars only as per rules

Decision: BOG approved the activities planned under corpus fund.

3.3 ACTIVITIES PLANNED UNDER EQUIPMENT REPLACEMENT FUND

In Oct.2013, we have purchased the following printers from RICOH INDIA LIMITED, by TEQIP –II fund.

Table.3.3.1

Sl.no.	Particulars	Quantity	Rate	Amount in Rs.
1	Colour laser printer- SP C242SF	1	49500	49,500
2	Laser Printer SP 200	4	10000	40,000
3	Laser Printer(4 in 1) SP 203 SFN	2	22500	45,000
4	Colour Digital Copier MPC 201 MFP	1	230000	2,30,000
5	Digital Copier MP 2501 L	2	100000	2,00,000
6	Digital duplicator Copy printer DX 2430	1	118000	1,18,000
TOTAL				7,16,625

The 1st, 5th and 6th items in the above table were not working properly. Now one of the 5th item is repaired but we found that the company had stopped making that model printers and could not find its damaged parts for the second one. So we cannot repair this printer which is urgently required for the proper functioning of office. The 6th item is also repairable with a cost of Rs.30,000/-

Hence we are planning to purchase one RICOH MULTI-FUNCTION PRINTER MP 2014 D, by buy back policy with one digital copier MP 2501L. The quote details regarding the printer to be purchased and the buy backvalue of the above said machine is given below:

Table 3.3.2

Sl. no.	Ietm description	Qty.	Unit price(Rs.)	Total Amount(Rs.)
1	<ul style="list-style-type: none"> • Type:Digital B &WMultifunction printer • Connectivity viaUSB • Scanning : Color 	1	48000	48000

	<ul style="list-style-type: none"> • Print Speed:20 sheet per minute • Handles paper : 52 -105gsm • Duplex: 75- 105gsm • Memory : 256MB • Resolution: 600dpi • Paper Size:A3,A4,A5,A6,B4, B5, B6 			
2	Network board for network connectivity	1	8300	8300
Buy back value				9400
Net amount after buy back				46900
GST(for46900)				8442
Net Amount				55342

Action sought: BOG approved the plan of the purchase of the above printer on buy back scheme.

3.4 ACTIVITIES PLANNED UNDER EQUIPMENT MAINTANANCE FUND

The Digital Duplicator installed in Exam cell which is the 6th item in **table 3.3.1**is repairable with an approximate cost of Rs.30,000/-

Action sought: BOG approved the maintenance of the above said printer..

3.5 ACTIVITIES PLANNED UNDER FACULTY DEVELOPMENT FUND

Sri.MuhammedIlyas H, Assistant Professor in Computer Science had given a proposal during Jan.2021,for research seed money for doing the following research work .

Title of the project proposal : **Coconut tree disease identification using Machine Learning and Digital Image Processing techniques.**

Budget Details: Estimated expenditure

Sl No	Items	Amount (Rs)
1	Consumables	5000.00
2	Equipment	40000.00
3	Travel	2000.00
4	Contingency	3000.00
	Total	50000.00

In March 2021 he has completed his 15 years of service. But as per the new guidelines of four fund utilization , given by SPFU, seed money should be given to those young faculty researchers who have completed 15 or less years of service. Now he has resubmitted the proposal to consider him to continue the project with financial support from TEQIP-II four funds, since due to COVID pandemic situation he couldn't go with the procurement of equipment for the project.

Discussion : The chairman commended that the estimated expenditure given above is not enough for a good quality drone camera which is very essential for this project. Dr. V P Devassia also agreed with that point. SPFU Director suggested that after discussing in the technical committee, it was advised to take an appropriate decision.

Decision: BoG has decided to put this proposal in the technical committee to get an appropriate decision.

4.1 .OVERHAULING OF ELECTRICAL MACHINES

The Electrical Engineering HOD Ms. ElizwaLaiju has given a proposal for overhauling of electrical machines in the machines lab of EEE department. The approximate cost is Rs.10000/-

Decision :BOG approved the above maintenance activity

Conclusion:

The Honorable Chairman in his concluding remarks thanked all the members for attending the meeting and contributing to it and called the meeting to an end at 3.30 P.M.

Dr . C P Girijavallabhan

Dr. Vinu Thomas